

City of Washington  
Public Works Committee  
Tuesday, September 8, 2020 – **Minutes**

FIVE POINTS BANQUET ROOM D

Present: Aldermen Mike Brownfield, Dave Dingledine, and Brett Adams.

Also Present: City Administrator Ray Forsythe, Public Works Director Kevin Schone, and City Engineer Dennis Carr and Planning & Development Director Jon Oliphant.

Alderman Brownfield called the meeting to order at 5:00 p.m.

1. Alderman Wishing to be Heard on Non-Agenda Item: ***None***
2. Citizens Wishing to be Heard on Non-Agenda Item: Chairman Brownfield read a lengthy letter from several residents of the Devonshire neighborhood related to the weeds on the vacant lots.
3. Approval of Minutes – Alderman Adams motioned to approve the August 3, 2020, minutes. Alderman Dingledine seconded the motion. All approved. Motion carried and minutes were approved.
4. Business Items:
  - A. N. Main Street SRTS Construction Engineering Agreement – City Engineer Carr indicated that Staff solicited bids for the reconstruction of N. Main Safe Routes to Schools Project with Gensini being the low bidder and awarded the project. The City budgeted to hire a Construction Engineer for the project. Millenia from Morton, IL is primarily a Phase 3 consultant with strong experience in IDOT documentation and are providing similar services on the Holland Street Project. They submitted a proposal \$35,979 and the FY 20-21 budget includes \$60,000 for both Safe Routes to School projects. ***The Committee and Staff discussed. Alderman Dingledine asked for the construction schedule and City Engineer Carr indicated it would be this year. Alderman Dingledine made a motion to move it forward to tonight's City Council Meeting. Alderman Adams seconded the motion. All approved.***
  - B. Emergency Lining at Hilldale Sanitary Facility – Public Works Director Schone indicated that during televising ahead of, and in support of the potential reconstruction of Hilldale Avenue, staff discovered a collapsed sanitary sewer pipe under a resident's home. City crews were checking all the sanitary sewers that crossed under the railroad and through a wooded area when this collapse was found. Because of the urgency to get this sanitary pipe repaired, Hoerr Construction was contacted to make emergency repairs, the cost of these repairs is \$23,855.00. The city could have only lined the collapsed area however there was a price break for doing more footage and because the sanitary pipe crossed under the railroad and through an area hard to access the decision was made to line these sections of pipe as well to lessen the risk of problems moving forward. Council will remember that Hoerr Construction was the low bid through the commodities bidding for CIPP in April of this year. Director Schone indicated that the City budgets \$150,000 for the CIPP and approximately \$55,000 has been used. ***Alderman Adams motioned to move it forward to tonight's City Council meeting. Alderman Dingledine seconded the motion. All approved. Motion carried.***
  - C. Overhead Door Replacement at Legion Road Facility – Public Works Director Schone stated that the overhead doors at the Legion Road facility are original to the construction of the building and parts to the doors and openers are becoming harder to find. This year's budget allows for replacement of the doors and openers and staff has obtained quotes from three overhead door

- companies with the lowest bid coming from Crawford and Brinkman for \$16,244 and staff recommends moving forward with this bid. ***The Committee agreed with the recommendation. Alderman Dingleline motioned to move it forward. Alderman Adams seconded the motion. All approved. Motion carried.***
- D. Morton Buildings Pay Request #1 – Public Works Director Schone explained that Council will remember approving Morton Building for replacement of the roof on the east building of the street department shop in August of this year. The City is in receipt of pay request number one in the amount of \$16,789.00 for materials delivered to complete the roof replacement. ***Alderman Adams made a motion to bring it before tonight's City Council meeting. Alderman Dingleline seconded the motion. All approved. Motion carried.***
- E. Lawndale Private Side Utility Project Bid Award – City Engineer Dennis Carr explained that Staff solicited bids for the replacement of the private side of the utilities along the Lawndale project as well as the rear yard sanitary sewer. The residents along this corridor are currently part of an SSA to help pay for new water service lines, sanitary sewer laterals, and the possible disconnection of foundation tiles/sump pumps/basement drains from the existing sanitary sewer. The SSA is for \$5,000 a property. The disconnection from the sanitary sewer is to help alleviate the excess flows that will now be directed correctly to a sump drain line running along Lawndale. A bid opening took place on September 4th at City Hall with three bids submitted. The lowest bidder was Stark for \$897,000.20. Stark included a project savings of \$100,000 if we remove the sod pay item and seed the disturbed areas instead. This would reduce the cost of the project to \$797,000.02 or just under \$25,000/property. City Engineer Carr indicated that the FY 20-21 Budget includes \$679,000 and the balance would be budgeted in the FY 21-22 Budget. ***Alderman Dingleline made a motion to move it to tonight's City Council meeting. Alderman Adams seconded the motion. Alderman Dingleline indicated that this project has not had solid estimates going into the bid and that the City cannot continue to take on this kind of expense in the future. It was mentioned that all of the residents need to connect to the new system within a year. All approved. Alderman Dingleline recommended that the City review this process moving forward. Alderman Adams questioned if each property required all new utility lines. It was indicated that once the improvements are made that determinations on individual costs would be available. City Engineer Carr indicated that there will be reductions to the bid once it is known what all will be installed on each property. Motion carried.***
- F. Mallard Crossing Subdivision Development Fee Reduction Consideration – Planning & Development Director Jon Oliphant indicated that Capstone Construction of Central IL purchased the remaining vacant lot at mallard Crossing Subdivision. Two 16-unit condo buildings were built on the north side of Mallard Way in 2005-06. The Mallard Crossing final plat originally was to have five lots consisting of five units apiece on those north permitter lots. The subdivision development fees were paid based on having 25 units on those lots. The lots were subdivided shortly after the recording of the final plat to combine five lots into three lots. Because the Same builder owned the lots at the time of construction, it was allowed to use all of the 25 allocated SDF's towards the construction of the 32 condo units plus the payment of the same fees for seven additional units. Capstone Construction's property was originally Lots 11 and 12 and a small part of Lot 13. It purchased the property figuring there were 10 SDF's previously paid for as part of any future development. It would like to build 12 units on the lot. The current water and sewer SDF is \$1,792 per dwelling unit. Staff has historically taken the stance that the payment of the SDF's would be required for each and every unit above and beyond what was included on the final plat. Director Oliphant indicated that staff feels the fairest resolution would be to allocate 8.33 SDF's over the three subdivided lots and to then require SDF payment for any units in excess of 8.33 on the undeveloped lot. In this case with 12 units proposed, this would require the payment of 3.67 units or \$6,576.64 through 2020. ***Alderman Dingleline indicated that he thinks this approach is fair and Chairman Brownfield and Adams concurred. Chairman Brownfield recommended the item be moved forward to the Finance & Personnel Committee and the other members agreed.***

- G. N. Market Street Right of Way Vacation Consideration – Planning & Development Director Jon Oliphant indicated that staff received a request from the owner of 204 W. Jefferson Street to vacate the right-of-way to the east of that property. This property abuts the TP&W Railroad tracks. All of the approach and driveway leading to the house are within the right-of-way. He would like to improve the driveway. Director Oliphant indicated that it appears that the dedication of this right-of-way may have dated to when N. Market Street connected with W. Jefferson. N. Market now terminates at Zinser Place. While there is a sanitary sewer main that runs east-west on the southern edge of the W. Jefferson ROW, there does not appear to be any City utilities within the triangular-shaped portion of it. As a result, staff would not have an objection to the vacation of that part of the ROW. What is unclear at this point is the possible conveyance of it, because it is adjacent to the railroad. The City Attorney has been consulted and it was determined that because of the adjacent railroad, it could be costly for the property owner to cover an appraisal and other costs unless the railroad agrees to have all of it conveyed to the property owner. ***Alderman Dingledine asked if the City would have to obtain an appraisal and indicated that other vacations have been done in a much simpler method. Dingledine made a motion to move forward with the vacation if a suitable method could be determined. Alderman Adams seconded the motion. All approved. Motion carried.***
- H. ITEP Project Application Consideration – Planning and Development Director Jon Oliphant indicated that IDOT recently opened its call for projects for the Illinois Transportation Enhancement Program or ITEP. The City received ITEP funds for the Preliminary Engineering I portion of the square streetscape project in 2017. The PE I project is nearly complete except for verification from the State Historic Preservation Office on whether the interior coping wall is historic or not which would allow a slight reduction in size. Mr. Oliphant indicated that ITEP provides funding on an 80/20 basis for eligible projects including recreation trails and streetscape enhancements. He explained that applications must be submitted by November 2<sup>nd</sup> and that this year's cycle has considerably more funds allocated this year with \$105.6 million compared to \$40 million in 2017. However, a majority--\$75 million--is set aside for trails projects and furthermore that 25% of the funds will be set aside for high-need communities. A maximum of \$2 million can be applied for per applicant. Staff is looking at a total project cost of just shy of \$2 million with the local match coming from the TIF Fund. ***Alderman Adams indicated support for the submittal and Alderman Dingledine agreed. Alderman Dingledine asked if the funds would be to complete the engineering and construction and Director Oliphant concurred. Shane Larson from Hutchison Engineering confirmed as well. Alderman Dingledine asked for clarification on making building access ADA compliant. There was discussion on this and it was confirmed that it would not slow the project timeline. Alderman Dingledine recommended submitting the streetscape project for ITEP funding and Alderman Adams seconded the motion. All approved. Motion carried.***
- I. Holland Surplus Property Declaration Consideration – Planning & Development Director Oliphant indicated that the City recently received a complaint on the maintenance of property the City owned at the corner of S. Wood and W. Holland. He indicated that the City undertook a Special Assessment project in 1996 to reconstruct S. Wood Street. As part of that project, the City approved a real estate swap agreement with American Allied Railway Equipment Company where the City received land on S. Wood and W. Holland in order to allow for right-of-way to be dedicated for the construction to occur. In exchange, American Allied received the western 25' of width of a 50' x 107' property. The City retained ownership of the eastern 25' of width of that parcel. ROW was dedicated on the American Allied piece but it does not appear to have been dedicated on the City's parcel, though GIS does show ROW on it. The prior owner or tenant of the neighboring property at 209 W. Holland had been maintaining the property for many years. There are no utilities within the property and there does not appear to be a public need to retain ownership. AWS has indicated that it has no need for its parcel and neither of them are buildable lots. Staff is seeking feedback on disposal of the property. Ideally the owner to the north may have interest but it has not been confirmed. ***Alderman Dingledine indicated that he is in favor***

*of finding an adjoining neighbor or other solution with Alderman Adams seconding the motion. All approved. Motion carried.*

- J. Dixon Engineering Pay Request #2 – Public Works Director explained that at the City Council Meeting of February 17, 2020 Council approved inspection services with Dixon Engineering for inspection of repairs and painting work that will be completed by Seven Brothers Painting of Michigan. The City is in receipt of pay request #2 from Dixon Engineering in the amount of \$22,650.00 for project administration and critical phase coating. This pay request combined with the previous pay request of \$950.00 represent approximately 65% of the approved amount. ***There was discussion on the status of the project. Alderman Dingledine made a motion to move it to tonight's City Council meeting. Alderman Adams seconded the motion. All approved. Motion carried.***

5. Staff Updates:

- a. North Main Safe Routes to School Project. City Engineer Carr indicated that the Pre-Construction Meeting is coming up with the RE, IDOT and the contractor.
  - b. N. Lawndale/W. Holland Reconstruction Project Updates. Lawndale: the underground utilities are all in place and they are working on concrete work. As soon as it dries out the grading will take place and curbs will be poured. W. Holland: Waiting on utilities to be relocated; a few outstanding issues have been worked out with the contractor and the design engineer; driveways and sidewalks will be removed shortly. Engineer Carr also updated the status of the Stratford Bridge stating that the contractor has completed driving all of the piles on the north side of the project and then took the crane to another project. They will be back soon to complete the south side. Alderman Dingledine asked for a timeline on Lawndale? It was indicated that the roadway, curb and gutters will all be completed this year.
6. City Administrator Forsythe indicated that a resident on ZOOM missed her opportunity to speak under Citizens wishing to be heard. She has submitted an email to the City Engineer and Zoning and Building Supervisor regarding a couple nuisance trees. Sherry Liable-White indicated that she and her husband purchased their home a couple years ago and have had several issues with drainage in her year yard. She wanted to speak to the Committee about two Mulberry trees which are leaning towards their yard and over their fence. They requested that the neighbor remove the trees and the neighbor did take care of a section of the tree. They have put over \$5,000 for a new fence on their property and they are looking for support for the removal of the nuisance trees.

7. Other Staff Updates:

- a. Public Works Director Schone indicated that the Water Treatment Plant 2 block project is underway and that there could be additional damage discovered once the project is underway.
  - b. Schone also gave an update of the screen damage at the wastewater treatment plant was given.
  - c. Director Schone indicated that Cambridge Estates has been reseeded and growth is visible.
  - d. He also indicated that the valve turning project proposal is under development and should be submitted in a few weeks.
  - e. Director Schone also indicated that interviews are taking place for the open positions in Public Works.
  - f. Planning and Development Director Oliphant announced that at the last PPUATS meeting funds were awarded for Freedom Parkway in FY 23 or 24. He indicated that all of the engineering is underway and staff hopes that it will be completed and these funds could be received sooner.
8. Other Business: Alderman Dingledine asked about the valve project and whether a hydraulic valve is used? Director Schone indicated that there is limits to the torque and a full report will be included. Alderman Dingledine also asked about the utility pole and Schone indicated that Frontier has been contacted and staff is waiting for them to respond. Alderman Dingledine indicated that there was

another water main break on BS Rt 24 and it is important that the City continue the reconstruction projects. A brief discussion on IDOT's reconstruction of 24 and the 2-3-year timeline for project start. Alderman Adams indicated that he thinks the water tower painting looks great. And then brought up the letter that was read at the beginning of the meeting on the weeds at Devonshire. He indicated that it shouldn't be up to the neighbors to continue to complain about the maintenance. Alderman Dingleline concurred and thought that the issue had already been discussed by the Public Works Committee and that the property owners need to take responsibility. Chairman Brownfield summarized the one-time notification process and Director Oliphant agreed and confirmed the process. Alderman Dingleline reiterated that the one-time notification and then immediate remediation from the City should take place. Oliphant indicated that at least twice this year the City had the mower lined up but the property owner ended up mowing the property before the City's contractor could get there. City Administrator Forsythe indicated that the Code could be tightened up and that there are interpretation questions on whether all of the property should be mowed or just those areas in non-compliance. Alderman Dingleline stated that property owners should maintain a regular schedule to keep their properties in compliance. Alderman Adams agreed with the discussed enforcement and that fines should be included with the mowing. More teeth should be added to the ordinance and enforcement.

Alderman Brownfield asked about some of the other enforcement issues including Fayette. Director Oliphant stated that a lot of work had been done by the property owners, however more needed to be completed.

Alderman Adams made a motion to adjourn at approximately 6:15 p.m. Alderman Dingleline seconded. All approved. Meeting adjourned.